

**DENTAL QUALITY ASSURANCE COMMISSION**

**THURSDAY, January 16, 2003**

**Commission Business Minutes**

*Wyndham Garden Hotel*

*Seattle, WA*

*(Subject to Commission Approval)*

**Members Present:**

Ernest Barrett, DDS, Chair

George McIntyre, DDS

John Davis, DDS, JD

Laurie Fan, DDS

Theresa Cheng, DDS

Abdul Alkezweeny, Ph.D, Public Member

Pramod Sinha, DDS

Mark Koday, DDS

Mark Paxton, DDS

Marshall Titus, DDS

Bernard Nelson, Public Member

Russell B. Timms, DDS

Lorin Peterson, DDS

**Members Absent:**

Robin Reinke, DDS, Vice-Chair

**Staff Present:**

Lisa Anderson, Health Services Consultant

Lisa Gast, Administrative Assistant

Kim Dinsmore, Program Representative

Mark Brevard, AAG

Gail Zimmerman, Executive Director

Margaret Gilbert, Staff Attorney

Elyette Weinstein, Staff Attorney

**Others Present:**

David Hemion, Assistant Executive Director, Washington State Dental Association

Bryan Edgar, DDS

Melissa Hartley

Lisa Pannone

Donna Johnson

In accordance with the Open Public Meetings Act, notices were mailed to individuals requesting notification of the Commission meetings.

## OPEN SESSION

### 1. CALL TO ORDER- *Ernest Barrett, DDS, Chair*

The January 16, 2003 business meeting of the Dental Quality Assurance Commission was called to order by Ernest Barrett, DDS, Chair, at 7:00 p.m. at the Wyndham Garden Hotel, Sea-Tac, Washington.

#### 1.1 Approval of Agenda

The addition was approved with the following additions

- 1.3 Conference call minutes from January 10, 2003
- 2.6 Additional information- Health Professions Quality Assurance Board/Commission Protocols-Additional Revisions
- 2.7 E-mail from Sandi McClintock re: Need for hearing dates in May or June.
- 2.8 Board/Commission/Committee appointments due to expire thru June 2003.
- 2.9 Active Licensed Dentists By County thru 12/31/02.
- 2.10 Memo dated January 2, 2003 from Bonnie King, Acting Director to HPQA Employees.
- 4.2 Additional information-Letter dated March 20, 2002 from Denny Homer, DMD, President, Washington State Dental Association re: decision to eliminate cast gold procedure from WREB exam
- 8.3 Letter from Kathy S. Forbes, RDH, BS to Gail Zimmerman re: whether dental hygienists may perform certain procedures.
- 10.4 Washington State Dental Hygienists' Association Newsletter, Issue No. 117.
- 12.1 Infection Control Inspection Report-for review/discussion

#### 1.2 Approval of the December 5-6, 2002 Meeting Minutes

The minutes from the December 5-6, 2002 meeting of the Dental Commission were approved as submitted.

#### 1.3 Approval of the January 10, 2003 conference call minutes

The conference call minutes were approved as submitted.

### 2. PROGRAM REPORT, EXECUTIVE DIRECTOR, ASSISTANT ATTORNEY GENERAL- *Lisa Anderson, Health Services Consultant, Gail Zimmerman, Executive Director, Mark Brevard, AAG*

**2.1 Budget Report-Interim Operating Reports –October/November 2002**

Ms. Anderson informed the Commission that they are still overspent in travel and Commission payroll but that was to be expected due to allotments being less than what the projected need was. Based on past budgets, it is expected that by the end of the biennium, the numbers will balance out.

**2.2 Legislation – Selection of members to provide technical assistance during legislative session.**

Ms. Anderson asked for volunteers to be available during this legislative session in the event that issues are presented that need dental expertise. Dr. 's Barrett, Peterson, and Koday volunteered to be available.

**2.3 WSDA 2003 Legislative Agenda – FYI**

This was provided to the members of the Commission for their information and review. The WSDA has identified the following issues to follow this session: Broadening access to licensure, Delegation to dental assistants, Expansion of dental hygiene, Coordinated regulation of dental care, Out-of-state dental students training, Regulation of dental amalgam, Community water fluoridation, and Anti-amalgamists proposals

**2.4 Commission member safety/personal contacts during investigative/adjudicative phases.**

Ms. Anderson addressed the Commission regarding some recent concerns over what to do should a threatening situation arise as a result of working on a disciplinary case. Ms. Anderson assured the Commission that the Department would take every precaution necessary if such a need should arise and also advised members to not hesitate to contact local authorities if they feel a situation merits such action.

**2.5 Memo dated December 11, 2002 from Grant Chester, Operations Manager, Washington State Board of Pharmacy, regarding Best Practices Guidelines for Verbal Prescriptions**

This was provided to the members of the Commission for their review and comment. The Board of Pharmacy has been working with the Department of Health on ways to reduce medication errors, increase patient safety, and prevent fraud and diversion. The Best Practices Guidelines for Verbal Prescriptions have been developed to aid in this process. The Board of Pharmacy has requested that the Commission review these guidelines and provide their opinion.

The Commission reviewed the guidelines and endorses their use.

**2.6 Health Professions Quality Assurance Board/Commission Protocols – revisions**

This document was originally provided to the Commission at the December 2002 meeting. The Commission reviewed the information and requested some revisions be made. The Commission requested staff to work with Mark Brevard, AAG on the revisions and to bring the revised document back to the January meeting. The revised document was provided to the members of the Commission for their approval and signature. Upon review, the Commission agreed to the revisions and the document as a whole. All members were requested to sign their copy and return to staff. The signed copies will be placed in each members file.

**2.7 E-mail from Sandi McClintock re: Need for hearing dates in May or June.**

Ms. Anderson informed the Commission that the Adjudicative Clerk's Office (ACO) has requested dates that members of Panel B could be available for hearings in May and June. After discussion, it was determined that Panel B members should check their schedules and staff will contact them later in the week to get the dates.

**Ms Anderson also informed the members that the Commission meeting scheduled for March 6-7 has been cancelled. The next scheduled meeting of the Commission is April 24-25, 2002 at the Phoenix Inn Suites in Olympia. The hearings that are currently scheduled for March 7-8, 2002 will remain on schedule but will be moved to a different location. Staff will notify the members of the Commission as soon as the location is determined.**

**2.8 Board/Commission/Committee appointments due to expire thru June 2003.**

This was provided to the Commission for their information and review. Positions held by Abdul Alkezweeny, Public Member; John Davis, DDS; Lorin Peterson, DDS, and Mark Koday, DDS are up for reappointment and have all expressed an interest in being reappointed.

**2.9 Active Licensed Dentists By County thru 12/31/02.**

This was provided to the members of the Commission for their information and review.

**2.10 Memo dated January 2, 2003 from Bonnie King, Acting Director to HPQA Employees**

This information was provided to the members of the Commission for their information and review.

**3. STAFF/COMMISSION MEMBER REPORTS**

**3.1 Subcommittee Updates/Discussions**

There were no reports at this time.

**3.2 Staffing changes-Legal Unit/Other**

Margaret Gilbert, Lead Staff Attorney, announced that Melissa Hartley has accepted a position with Madigan Army Hospital and will no longer be working for the Department of Health. Ms. Gilbert then introduced attorney Lisa Pannone. Ms. Pannone has been offered a position to work with the legal unit. Ms. Pannone is currently serving in the Army and is anticipating joining the legal unit in early February. The Commission and staff introduced themselves and welcomed Ms. Pannone to the Commission.

Ms. Hartley was in attendance, and the Commission thanked her for the exceptional work she had done for them and wished her success in her future endeavors.

Gail Zimmerman, Executive Director announced that due to the upcoming retirement of Carol Lewis, Deputy Executive Director, she has appointed Kirby Putscher to the position of Deputy Executive Director. Ms. Putscher is currently the Health Services Consultant managing the Board of Denturists, Board of Massage, and Chiropractic Quality Assurance Commission.

**4. WESTERN REGIONAL EXAM BOARD (WREB)**

**4.1 WREB Update**

Lorin Peterson, DDS discussed the Board of Directors meeting that was held January 11, 2003. Formal minutes are forthcoming and will be distributed when received.

**4.2 Letter dated December 15, 2002 from Dr. Dana Otterholt regarding changes to the content of the WREB practical examination (cast gold inlay procedure)**

All members of the Commission had received copies of this correspondence from Dr. Otterholt. Dr. Peterson shared with the Commission that he had spoken with Dr. Otterholt at length regarding the changes to the WREB exam and shared with him the reasoning behind the decision to support the change. The Commission thanked Dr. Peterson and asked staff to respond to Dr. Otterholt and thank him for sharing his concerns.

## **5. CENTRAL REGIONAL DENTAL TESTING SERVICE (CRDTS)**

### **5.1 CRDTS Update**

Dr. Reinke was unable to attend so there were no updates at this time. Ms. Anderson mentioned that Dr. Reinke would be moving into a position on the Board of Directors for CRDTS and asked if anyone would be interested in filling the position on the Exam Review Committee (ERC) that will be vacated by Dr. Reinke. Russell Timms, DDS stated that he would be interested in filling that position. A nomination was made to have Dr. Timms serve on the ERC. A vote was taken and all voted to have Dr. Timms serve on the ERC.

### **5.2 Participation in the 2003 CRDTS Annual Meeting of Members – March 15, 2003, St. Louis, Missouri – Select Attendees**

This was provided to the members of the Commission for their information and review.

### **5.3 Letter dated December 26, 2002 from Carlson Wagonlit Travel regarding travel arrangements for the 2003 Annual Members Meeting**

This was provided to the members of the Commission for their information and review.

### **5.4 Memo dated December 20, 2002 from Ted Carter, regarding On-line Application Forms.**

This was provided to the members of the Commission for their information and review.

### **5.5 The CRDTS Report – *Separating Fact from Fiction: dispelling the Myth of the Evil Exam***

This was provided to the members of the Commission for their information and review.

**6. AMERICAN DENTAL ASSOCIATION (ADA)/ AMERICAN ASSOCIATION OF DENTAL EXAMINERS (AADE)/ AMERICAN ASSOCIATION OF DENTAL ADMINISTRATORS (AADA), DENTAL ASSISTING NATIONAL BOARD (DANB)**

**6.1 The Bulletin, Winter 2002**

This was provided to the members of the Commission for their information and review.

**6.2 2003 AADE Mid-year Meeting and Forum on Examinations – March 23-24, 2003, Chicago, Illinois – Select Attendees**

George McIntyre, DDS will represent the Commission at this meeting.

**6.3 Letter dated December 20, 2002 regarding National Dental Examiners Advisory Forum (Tuesday March 25, 2003, Chicago, Illinois)**

This was provided to the members of the Commission for their information and review.

**6.4 Report from Molly Nadler, Executive Director, AADE regarding the NPDB Executive Committee, November 7, 2002 Meeting Minutes**

This was provided to the members of the Commission for their information and review.

**7. POLICIES/ INTERPRETIVE STATEMENTS, OPINIONS**

*Any interpretive statement issued by the Commission is advisory and intended for the guidance of the requesting parties only. The interpretive statement is not legally binding and does not have the force and effect of a duly promulgated regulation or declaratory ruling by the Commission.*

There were no policies, interpretive statements, or opinions for review at this meeting.

**8. CORRESPONDENCE**

**8.1 Response letter from Lisa Anderson, to Rhys Spoor, DDS indicating the Commission's approval for his continuing dental education course in which out of state dentists will participate in hands-on aesthetic dentistry training.**

This was provided to the members of the Commission for their information and review.

**8.2 Response letter from Lisa Anderson to Richard Chan, regarding the sale of Peridex by a dental office.**

This was provided to the members of the Commission for their information and review.

**8.3 Letter from Kathy S. Forbes, RDH, BS to Gail Zimmerman re: whether dental hygienists may perform certain procedures**

After the Commission reviewed the correspondence, they directed staff to provide Ms. Forbes with copies of the interpretive statements that apply to the questions posed.

*Items listed under the consent agenda are considered to be routine agency matters and will be approved by a single motion of the Commission without separate discussion. If separate discussion is desired, that item will be removed from the agenda and placed on the regular business agenda.*

**9. CONSENT AGENDA**

There were no items to review at this time.

**10. NEWSLETTERS/FYI ARTICLES**

**10.1 The Sentinel, December 2002**

**10.2 Dental Board of California Newsletter, October 2002**

**10.3 Spokane Oral Health Coalition – Meeting Minutes, December 2, 2002**

The above listed items were approved as submitted.

**CLOSED SESSION**

**11. EXECUTIVE SESSION-**

*The term “executive session” is commonly understood to mean that part of a regular or special meeting of the governing body that is closed to the public. A governing body may hold an executive session only for specified purposes, which are identified in RCW 42.30.220(1)(a)-(k), and only during a regular or special meeting.*

The Commission may go into executive session to discuss issues that are appropriate to be handled in closed session such as personnel issues or to obtain legal advice.



There was no executive session held at this meeting.

## **12. FUTURE COMMISSION BUSINESS**

### **12.1 Infection Control Inspection Report-for review/discussion**

Dr. Timms requested that staff provide a copy of the Infection Control Inspection Report used by the Investigative Services Unit for review. Dr. Timms has identified some items in the report that are not required, by law, for dentists. Ms. Anderson asked the members of the Commission to review the form and if they identified any other items that they had concerns about, to let her know. Ms. Anderson stated she would go over the forms and identify what parts of the law apply.

## **13. BUSINESS MEETING ADJOURNMENT**

The business meeting adjourned at 10:00 p.m.

*Respectfully Submitted By:*

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*Lisa Gast, Administrative Assistant*

*Commission Approval By:*

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*Ernest Barrett, DDS, Chair*